First meeting--1/13/18

* Contact Info:
	+ Slack
	+ Drew Roberson: 636-293-7092; droberson94@utexas.edu
	+ Mandy Ryan: 706-968-7496; akryan@utexas.edu
	+ Jenny Follen: 512-910-3078; jfollen@utexas.edu
	+ Rodrigo Leal: 956-212-7557; rodrigo.leal@utexas.edu
	+ Danielle Barraza: 562-322-4128; dbarraza21@gmail.com
	+ aems: 512-596-9341 .my phone doesn’t do group texts (i know...i’m sorry!) Please send me individual texts instead- email and slack is best! aems.emswiler@utexas.edu
* Google Drive
	+ Manual
	+ Listservs
		- Saautboard@gmail.com: Event record keeping
* Events/Projects
	+ First event(s)
		- Combined student org event
			* **Thursday (1/18), 6 or 6:30**
			* Tocker--meet and greet/10 minute presentations
			* Sholz--TBD fun stuff
		- Just SAA
			* **Friday 1/26**
			* Meet at iSchool 5:30
			* Gingerman--after
			* Pizza?
	+ SAA Archives (class project)--Dr. Galloway
		- Dr. Galloway has brought up the fact that SAA has not been digital archiving any of our records since 2013. She suggested that this project be made into a capstone opportunity. We suggest to the new board (in particularly the Secretary and Webmaster) to talk with Dr. Trace, Dr. Galloway and Beth Hallmark about creating a capstone for this project, as it is too much material for the Secretary or Webmaster to do on their own.
	+ Preservation workshop at LBJ--Karen Pavelka
	+ Potluck at Dr. Trace’s house
	+ Archives bazaar (fall?)--volunteer
	+ Digital archaeology lab--Dr. Galloway
	+ Library/Museum/Archive tours
	+ Pub crawls
	+ Game nights
* Diversity and Inclusion
	+ Team up with D&I
	+ “Friday Forum”/Coffee and Conversation
* Meet with Dr. Trace
	+ Review event ideas
	+ Expectations for us
		- How often to contact her
		- What does she want to be in the loop about
* Money
	+ Issues recording money
	+ Receipts?
	+ Limit who accepts money
	+ Designate times to pay/record dues
		- At meetings
		- Certain times on campus/office hours
* Preliminary Roles
	+ President: lead?, monitor deadlines, help managing general listerv,
	+ VP: Board contact (designated emailer), Hornslink, supervise financial transactions
	+ Secretary: Meeting minutes, manage memberships,
	+ Treasurer: Fundraising, collect membership money,
	+ Events: Contact people/reserve rooms
	+ Webmaster: manage social media (Facebook), advertising events, managing general listerv
* Compile schedule (can/can’ts) google spreadsheet
* Meet Wednesday 1/17 in UTA; time: TBD